

# ***SC DEPARTMENT OF CORRECTIONS***

## ***-JOB POSTING NOTICE (EOE)-***

OPENING DATE: 02/24/15

CLOSING DATE: 03/05/15 (4:30 PM)

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SCDC INTERNAL TITLE: MAJOR

SCDC POSITION #: 014631

HOURS/WEEKLY: 040.00 SHIFT SCHEDULE: 02 WORK TIME: 0800 AM - 0400 PM

LOCATION: BROAD RIVER CORRECTIONAL INSTITUTION, COLUMBIA (RICHLAND) LEVEL 3

STATE JOB TITLE: CORRECTIONAL OFFICER IV

STATE JOB CLASS: JD50

BAND: 06 SALARY RANGE \$ 038703 - \$ 071608

SPECIAL INCENTIVE: YES

LEVEL: E SALARY RANGE \$ 045280 - \$ 071608 SCEIS POSITION #: 61018482

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STATE OF SC MINIMUM TRAINING AND EXPERIENCE REQUIREMENTS:

A HIGH SCHOOL DIPLOMA AND SUPERVISORY EXPERIENCE IN  
CORRECTIONAL, SECURITY OR POLICE WORK.

AGENCY PREFERRED QUALIFICATIONS:

HIGH SCHOOL DIPLOMA AND SIX (6) YEARS OF CORRECTIONAL, SECURITY OR  
POLICE WORK, TO INCLUDE TWO (2) YEARS OF CORRECTIONAL SUPERVISORY  
EXPERIENCE.

DESCRIPTION OF DUTIES:

DIRECTS AND SUPERVISES THE DAY-TO-DAY OPERATIONS AND ACTIVITIES OF  
THE UNIFORMED STAFF AND INMATES. ENSURES THE SECURITY AND SAFETY OF  
ALL STAFF, INMATES, AND VISITORS. UNDER MINIMUM SUPERVISION AND  
GUIDED BY WRITTEN POLICIES AND PROCEDURES, ALLOCATES OFFICERS AND  
OTHER RESOURCES TO VARIOUS DUTY SHIFTS AND FUNCTIONAL AREAS.  
COORDINATES WITH INSTITUTIONAL CLASSIFICATION AND TREATMENT STAFF TO  
ENSURE EFFECTIVE INTEGRATION OF ALL SECURITY/TREATMENT OPERATIONS AND  
ACTIVITIES. SERVES AS THE MAJOR OF THE GENERAL POPULATION OF A LEVEL  
3 PRISON.

COMMENTS:

WILL ROTATE AS ON-CALL OFFICIAL